

VILLAGE OF ANGEL FIRE

Angel Fire NM 87710

(575) 377-3232

PUBLIC NOTICE

Council Meeting

Tuesday, October 13th, 2020 at 5:30pm

Please note that in an effort to continue to provide open meetings and to comply with the new rules governing open meetings, this meeting can be accessed by using GoToWebinar using the information at the bottom of the Agenda.

Call to Order

Pledge of Allegiance

Roll Call

Approval of Agenda

Requests and Responses from the Audience (Limited to 3 minutes)

Announcements and Proclamations

Reports

- 1. Governing Body Report**
- 2. Manager's Report**
- 3. Staff Report**
- 4. Committee Reports**

Old Business: None

New Business:

- A. Discussion/ Approval of the September 24, 2020 Regular Council Meeting Minutes**
- B. Discussion/Approval of an Ordinance Granting a Zone Change From R-1 Residential to R-2 Medium Density Residential (1st Reading) (Public Hearing)**
- C. Discussion/ Approval to Apply, Accept and Execute the FEMA FY20 AFG-S Grant for Regional Projects**
- D. Discussion / Approval to Apply, Accept and Execute a Grant from the Eugene and Dorothy Martin Foundation to Purchase an Unmanned Aerial System (UAS)**
- E. Discussion. Approval to Apply, Accept and Execute the New Mexico EMS Fund Act Vehicle Purchase Grant**
- F. Discussion/ Approval of a Request for a Budget Adjustment for FY21 for a Correction of the Original Budget Submission**
- G. Discussion/ Approval of Task Order #2017-006C with HDR Engineering for the Wastewater Treatment Facility Improvements**

Terry Cordova, Village Clerk
Post: 10/7/2020

Jo Mixon, Mayor

THE PUBLIC IS INVITED TO ATTEND

Subject to Change Until Friday October 9th, 2020 at 5:30pm

Next Council Meeting October 27th, 2020 at 5:30pm

AGENDA MAY BE VIEWED AT OUR WEBSITE: ANGELFIRENM.GOV

IF YOU ARE AN INDIVIDUAL WHO IS IN NEED OF ANY AUXILIARY AID OR SERVICE TO ATTEND THE MEETING

PLEASE CONTACT THE VILLAGE CLERKS OFFICE 48 HOURS PRIOR TO THE MEETING.

Please register for Village of Angel Fire, Village Council Meeting 10-13-2020 on Oct 13, 2020 5:30 PM MDT at:

<https://attendee.gotowebinar.com/register/3173251441033691919>

After registering, you will receive a confirmation email containing information about joining the webinar.

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Webinars Made Easy®

VILLAGE OF ANGEL FIRE
Regular Council Meeting Minutes
Tuesday September 22nd , 2020
DRAFT

This meeting was conducted via GoToWebinar in compliance with the NM Open Meetings Act

Call to Order

Mayor Mixon called the meeting to order at 5:30pm

Pledge of Allegiance

Mayor Mixon called for the Pledge of Allegiance.

Roll Call

Present were Mayor Mixon, Councilor Billingsley, Councilor Trom, Councilor Peterson, Mayor Pro-tem Lanon joined the meeting at 5:45pm. Also, present were Manager Mitchell and Village Clerk Terry Cordova. A quorum was present.

Approval of Agenda

Councilor Trom made the motion to approve the agenda. Councilor Billingsley seconded. Motion carried 3-0

Approval of Consent Agenda

1. Approval of the August 25th Regular Council Meeting Minutes

Councilor Billingsley made the motion to approve the consent agenda. Councilor Peterson seconded. Motion carried 3-0

Request and Responses from the Audience (Limited to 3 minutes-None)

Announcements and Proclamations

1. Proclamation 2020-03 Recognizing September 2020 as Suicide Prevention Month
Mayor Mixon read the proclamation recognizing September 202 as Suicide Prevention Month

Reports

1. Governing Body Report-None

2. Manager's Report

Manager Mitchell reported that the Village of Angel Fire did submit and did receive an emergency grant to local governments as part of the Cares Act funding. The village submitted a request for \$We went through the requirements and looked at every opportunity that we could and submitted our request , especially having to deal with the health and safety issues in our first responder issues . We were able to estimate not only current costs to date since March, but also we were allowed to put in cost estimates from now until January 2021. None of this is revenue replacement funding, this has to do with compliance, with the public health orders and the Governor's executive orders with things like having people stay at home due to office space requirements, payroll for putting people on Administrative leave due to testing after possible exposures. Having Chief Murtagh did an outstanding job at setting up a second ambulance for COVID related responses. Chief McCaslin submitted his payroll reports for first responder requirements during the current COVID pandemic. We were awarded \$447,932. We will be working with Molli Grave and our payroll specialist Silvanna we be breaking apart payroll so that we can use that as reimbursable expense. He also gave an update on the roads

Staff Report

Brad McCaslin, Police Chief gave an update on the police department. (see attached)

John Murtagh, Fire Chief gave an update on the fire department. (see attached)

Terry Cordova, Village Clerk, went over the upcoming election and important dates to remember

3. Committee Report-None

Old Business: None

1
2 **New Business:**
3

4 **A. Discussion/ Approval of a Liquor License Application # 1167024 for D and E Lodge**
5 **DBA Ace's Kitchen (Public Hearing)**

6 Mayor Mixon opened the public hearing at 5:56pm. With on input the public hearing was
7 closed at 5:56pm. Mayor Pro-tem Lanon made the motion to approve liquor license
8 application 1167024 for D and E Lodge DBA as Ace's Kitchen. Councilor Trom seconded.
9 Terry Cordova , Village Clerk explained that the New Mexico Regulation and Licensing
10 Department requires the governing body to approve the liquor license application for the
11 municipality in which it is being requested . This public hearing and application approval
12 fulfills that requirement. With no discussion the motion carried 4-0 with Mayor Pro-tem
13 Lanon-aye, Councilor Billingsley –aye, Councilor Trom-aye, Councilor Peterson-aye.

14 **B. Discussion/ Approval of Resolution 2020-34 a Resolution Granting Preliminary and**
15 **Final Plat Approval of the Hacienda Club Subdivision**

16 Mayor Pro-tem Lanon made the motion to approve resolution 2020-24 a resolution granting
17 preliminary and final plat approval of the Hacienda Club Subdivision. Councilor Billingsley
18 seconded. Christine Breault, Planning and Zoning Coordinator explained that there was a
19 variance request previously for the lot sizes and a setback that Council has already granted.
20 We are looking for final plat approval. Manager Mitchell added that we needed to make some
21 changes to Title 10 itself, the subdivision title. There are a few areas that are in conflict with a
22 couple of other ordinances. Some of the things in the ordinance are well over 20 years and are
23 just not practical. I just wanted to make Council aware that we will be looking into this title.
24 With no further discussion, the motion carried 4-0 with Mayor Pro-tem Lanon –aye,
25 Councilor Billingsley –aye, Councilor Trom-aye, Councilor Peterson –aye.

26 **C. Discussion/Approval to Enter into a Contract With Lawrence Ortega and Associates for**
27 **the Design and Plans for the replacement of Existing Playground Equipment at the**
28 **Community Center**

29 Mayor Pro-tem Lanon made the motion to approve to enter into a contact with Lawrence
30 Ortega and Associates for the design and plans for replacement of existing playground
31 equipment at the Community Center. Councilor Peterson seconded. Shay Tibljas, Community
32 Center Supervisor explained that she is asking that the Village enter into a contract with
33 Lawrence Ortega to prepare construction plans and/or designs to replace the existing
34 playground equipment, replace existing retaining wall a concrete ramp and railing playground
35 site design and Community Center exterior stairs, drainage improvements to include the
36 parking lots. The center was built in 1998 and has needed improvements to make it comply
37 with today's standards. We have current existing drainage issues that causes damage to the
38 whole outside site. With no discussion, the motion carried 4-0

39 **D. Approval/Disapproval/Modification /Amendment of Hearing Officer Debra Moulton's**
40 **Recommendations Regarding the Termination of Richard Tafoya Council May go into**
41 **Executive Session:**

42 **Executive Session Per: NMSA 10-15-1H -7**

43 **1. Personnel Matters:**

44 **A. Post-Disciplinary Action ,Findings of Fact and Conclusions of Law and a**
45 **Recommended Decision by Debra Moulton , Hearing Officer in the Matter of Public Works**
46 **Director Richard Tafoya**
47

48 Mayor Pro-tem Lanon made the motion to go into executive session at 6:03pm to discuss
49 Debra Moulton's recommendations regarding the termination of Richard Tafoya. Councilor
50 Trom seconded. With no discussion, the motion carried 4-0 with Mayo Pro-tem Lanon –aye,
51 Councilor Billingsley –aye, Councilor Trom-aye, Councilor Peterson –aye.
52
53

1 Mayor Pro-tem Lanon made the motion to come out of executive session at 7:06pm. Councilor Trom
2 seconded. With no discussion, the motion carried 4-0 with Mayor Pro-tem Lanon-aye, Councilor
3 Billingsley-aye, Councilor Trom-aye, Councilor Peterson-aye.
4

5 Mayor Mixon stated that they were out of executive session and that only the items on the agenda
6 were discussed and no decisions were made.
7

8 Mayor Pro-tem Lanon made the motion to approve without amendments the hearing officer Debar
9 Moulton's recommendations regarding the termination of Richard Tafoya. Councilor Trom seconded
10 With no discussion, the motion carried 4-0 with Mayor Pro-tem -aye, Councilor Billingsley-aye
11 Councilor Trom-aye, Councilor Peterson -aye.
12

13
14
15
16
17 Mayor Mixon adjourned the meeting at 7:08pm.
18

19 **Passed, Approved and Adopted on this 13th day in October, 2020**
20
21
22

23
24 Jo Mixon, Mayor

25 **ATTEST:**

26
27 Terry Cordova, Village Clerk
28
29
30



ANGEL FIRE POLICE DEPARTMENT

27 Halo Pines Terrace
ANGEL FIRE, NM. 87710

Date : 09/22/2020
Page : 1
Agency : All

Calls For Service Totals By Call Type

08/01/2020 to 08/31/2020

Call Type	Totals
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AN COMP	Animal Complaint	8
AOA	Assist Other Agency	6
ASSAULT	Assault	1
B ALARM	Business Alarm	1
CHILD AB	Child Abuse	1
CODE VOI	Code Violation	3
COWS OUT	Cattle Out	11
CRIM DAM	Criminal Damage	2
DIST	Disturbance	6
DOMESTIC	Domestic	1
DRTEST	Driving Test	2
ENC VIOL	Encroachment Violation	1
FINGERPR	Fingerprints	2
FIREWORK	Illegal Fireworks	1
FRAUD	Fraud	1
HARASS	Harassment	4
INFORMAT	Informational	5
L/F PROP	Lost / Found Property	1
L/M PERS	Lost / Missing Person	1
LITTER	Littering	3
MA	Motorist Assist	2
NARC	Narcotics	1
NOIS COM	Noise Complaint	2
OHV COMP	Off Highway Vehicle Complaint	3
PRACC	Private Property Accident	2
R ALARM	Residential Alarm	4
SHOT FIR	Shots Fired	8
SLASH	Slash Complaint	13
STL VEH	Stolen Vehicle	1
SUICI SU	Suicidal Subject	1
SUS ACT	Suspicious Activity	4
SUS PERS	Suspicious Person	1
SUS VEH	Suspicious Vehicle	1
THEFT	Theft	2
TRES NOT	Trespass Notice	1
TRESPASS	Trespassing	2
VEHCOMP	Vehicle Complaint	2
WAN PERS	Wanted Person	3

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CrimeStar® Law Enforcement Records Management System
Licensed to: ANGEL FIRE NM POLICE DEPARTMENT

CFS-002



**ANGEL FIRE
POLICE DEPARTMENT**

27 Halo Pines Terrace
ANGEL FIRE, NM. 87710

Date : 09/22/2020
Page : 2
Agency : All

Calls For Service Totals By Call Type

08/01/2020 to 08/31/2020

Call Type

Totals

WEL CHEC: Welfare Check

3

Grand Total for all calls

117

Total For The Year To date 708



**ANGEL FIRE
POLICE DEPARTMENT**

27 Halo Pines Terrace
ANGEL FIRE, NM. 87710

Date : 09/22/2020
Page : 1
Agency : AFPD

Citation Totals By Violation

08/01/2020 to 08/31/2020

Violation		Total
12-10-6(B)	UNINSURED MOTOR VEHICLE	2
12-6-1	SPEED REGULATIONS	14
12-6-13.12	Child Restraint	1
12-6-4.3(D)	STOP SIGN VIOLATION	2
12-6-6.3	PARKED VEHICLE INTERFERED W/TRAFFIC	1
12-7-9.9(B)(1)	Child without helmet or eye protect	1
5-2B-2(A)	CRIMINAL TRESPASS (Consent denied o	1
5-2C-12	LITTERING	1
Grand Total		23



ANGEL FIRE
POLICE DEPARTMENT
27 Halo Pines Terrace
ANGEL FIRE, NM. 87710

09/22/2020
Page: 1

Individual Arrest & Booking Report

08/01/2020 to 08/31/2020

Incident #	Booking #	Subject Name	D.O.B.	Pym	Class	Role	Location-City	Officer	Date
20-000513	20-000513	[REDACTED]	[REDACTED] 988	PAT...	MI...	WARRANT	ANGEL FIRE	0566	08/01/2020
			WANTED PERSON - WANTED PERSON						
20-000531	20-000531	[REDACTED]	[REDACTED] 982	PAT...	MI...	WARRANT	ANGEL FIRE	0566	08/04/2020
			WANTED PERSON - WANTED PERSON						
20-000561	20-000561	[REDACTED]	[REDACTED] 958	PAT...	P...	NTC	ANGEL FIRE	0461	08/12/2020
			5-2B-2(A) - CRIMINAL TRESPASS (Consent denied or withdrawn)						
20-000568	20-000568	[REDACTED]	[REDACTED] 991	PAT...	MI...	ARRESTED	ANGEL FIRE	0572	08/13/2020
			30-22-18 - ENCOURAGING VIOLATION OF PROBATION, PAROLE OR BAIL						
20-000605	20-000605	[REDACTED]	[REDACTED] 989	PAT...	MI...	ARRESTED	ANGEL FIRE	0572	08/22/2020
			30-22-1 - RESISTING						
20-000608	20-000608	[REDACTED]	[REDACTED] 950	PAT...	NTC	NTC	ANGEL FIRE	0484	08/24/2020
			5-2C-12 - LITTERING						
20-000572	20-000572	[REDACTED]	[REDACTED] 974	PAT...	P...	NTC	ANGEL FIRE	0599	08/27/2020
			4-3-11 (F) - SLASH VIOLATION						



September 22, 2020

Village of Angel Fire Council Meeting, AFFD Staff Report

-337 calls YTD in 2020.

-49 calls for service in August

EMS		Fire	
Sick Call	4	Gas Leak	2
Traumatic Injury	5	Carbon Monoxide	1
Vehicle/Bike Accidents	6	Smoke Check	
Fall	6	Fire Alarm	7
Chest Pain	2	Structure Fire	
Abdominal Pain	1	Brush Fire	3
Unconscious	6	Haz Mat	
Seizure	1	Elevator Rescue	
Suicidal	1		
Respiratory	2		
Alcohol/Drug Related	2		
Allergic reaction			
Public Assist			

Public Relations Events

No PR events due to Covid-19

Training

Regular Wednesday FD Training has resumed with restrictions due to Covid-19, personnel continue reviewing training videos thru our online training program as well.

General Information/Updates

- AFFD is working with all State, County, and Regional partners on Covid-19. Tracking Covid-19 updates daily, tracking positive cases in the area, working with MV Health Clinic. Our supply of PPE is good. The wildland team returned from California after 3 weeks. Fire Inspections are ongoing. Staffing of Eagle Nest EMS is going well.

John Murtagh
Chief of Fire/EMS
jmurtagh@angelfirenm.gov

575-377-3347 (Station)
575-377-6098 (Fax)

COUNCIL AGENDA ITEM

STAFF RECOMMENDATION

MEETING DATE: 13 October 2020

TO: Mayor / Council and Village Manager

FROM: Christine Breault, Planning and Zoning Coordinator

SUBJECT: Z-01-20 Zone Change Request; R-1 to R-2

Background/Facts: Lawrence and Sandra Trom are requesting a zone change on there lot 221 Amended in Chalets Unit 2D also known as 173 B El Camino Real.

They are requesting this so that they may rent out a portion of their home, which is self-contained, as a short-term rental unit.

Alternatives: Deny

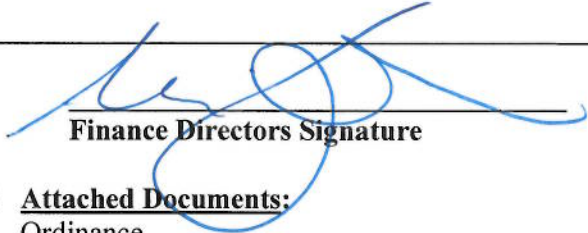
1) **Financial Impact and Review:**

Financial Impact: N/A

Budgeted Item: yes no: No

Funding Source: N/A

Finance Department Comments and Review:


Finance Directors Signature

2) **Attached Documents:**

Ordinance

Application

3) **Staff's Recommended Motion:** Motion and Second to approve the first reading of a zone change from R-1 to R-2 for short term rental in a separate unit of a single family residence.

4) **Village Administrator Recommendation:**

Approval:  **Disapproval:** _____ **other:** _____

Administrator's Comments:

Amends w/ Removal of Condition #2 "Reversion". Zoning should follow the laws + standards as zones are not be tied to a specific

Signature: 

ORDINANCE NO. 2020-

**AN ORDINANCE GRANTING A ZONE CHANGE
FROM R-1 RESIDENTIAL TO R-2 MEDIUM DENSITY RESIDENTIAL
ON LOT 221A OF THE ANGEL FIRE CHALETS UNIT 2D SUBDIVISION WITHIN
THE VILLAGE OF ANGEL FIRE.**

WHEREAS Lawrence and Sandra Trom are requesting this zone change on lot 221A of the Angel Fire Chalets Unit 2D subdivision with an address of 173B El Camino Real; and

WHEREAS this lot is bordered by O-5 zoned properties to the north; and

WHEREAS there is ample off-street parking for additional vehicles; and

WHEREAS the Trom's would like to use their additional space as a short-term rental unit while residing in the home; and

WHEREAS the Planning & Zoning Commission has reviewed this application and sends a positive recommendation with the following conditions:

1. No additional structures or spaces for accessory living may be added to the property
2. The zoning reverts back to R-1 once the Trom's no longer own the property.

NOW THEREFORE BE IT ORDAINED by the Angel Fire Village Council that a zone change is granted on lot 221 A of the Angel Fire Chalets Unit 2-D subdivision from R-1 to R-2.

PASSED, APPROVED AND ADOPTED this 13th day of October, 2020

Mayor Jo Nixon

ATTEST:

Terry Cordova, Village Clerk

Village of Angel Fire Zone Change Request

Date: 8-19-2020

Case No: 261-20

Name: LAWRENCE & SANDRA TROM

Mailing Address: P.O. Box 1087, ANGEL FIRE, NM, 87710

Home Phone: (804) 677-5090 Work Phone: ()

Agent: _____ Phone: () _____

Address:

Lot Description: LOT 22/ Amended; CHALETS UNIT 2A-AMENDED

Physical Address: 123 B EL CAMINO REAL

***Attach a legal description of property and a copy of registered deed.**

Current Zone: B-1 Requested Zone: B-2

Reason for Change Requested:

SEE ATTACHED LETTER

Property Owner's Signature _____

8-19-2020
Date

Agent's Signature

Date _____

Zoning change filing fee: \$200.00

Zoning change review fee: \$200.00

August 19, 2020

Lawrence and Sandra Trom
P.O. Box 1087
Angel Fire, NM 87710

Ms. Breault,

We are requesting a change in the zoning of our property from R1 to R2. Our house is constructed with a complete, locked separation of the second floor from the rest of the residence so that we may short term rent that space. We do so for 14 days or less per year. While the space is rented, we prefer to occupy the remaining space so that we may provide any needed services such as plowing, trash removal, be available for any emergencies, and make sure the renters comply with resort rules regarding using the slopes for anything other than the intended purpose.

Our occupation of the house while rented for those 2 weeks total requires a zoning change to R2, which we respectfully request. The location of the residence is 400 feet off of the road. We have a very large parking area to accommodate the additional 3-4 cars (ours are garaged). Our presence will help ensure the renters comply with village codes, ordinances and noise levels.

Regards,

Larry and Sandra Trom

WARRANTY DEED

For valuable consideration paid, receipt of which is hereby acknowledged, Javier Montemayor, a married man dealing as his sole and separate property, hereby grants to Sandra S. Trom and Lawrence W. Trom, Co-Trustee of the Sandra Sue Trom and Lawrence William Trom Revocable Trust, whose address is PO Box 35232, Richmond, VA 23235, that certain real estate situated in the County of Colfax, State of New Mexico and legally described as:

Lot 221-Amended, Angel Fire Chalets Subdivision, Unit #2 A-Amended, as described on Survey recorded as Instrument No. 200602193, records of Colfax County, New Mexico, subject to easement for ingress, egress and utility as set out in Instrument No. _____

WITH WARRANTY COVENANTS, Subject to

Ad valorem taxes for the year 2007, and thereafter; easements, reservations, restrictions, restrictive covenants, patents, and rights of way of record.

WITNESS my/our hand(s) and seal(s) this 12 day of July 2008.

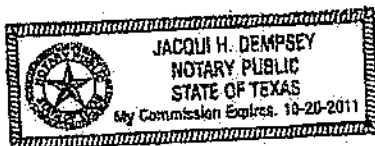
~~Javier Montemayor~~

ACKNOWLEDGEMENT

State of Texas)
)ss.
County of Cameron)

The foregoing instrument was acknowledged before me this 10 day of July 2008, by Javier Montemayor, a married man dealing as his sole and separate property.

Notary Public
My Commission expires:



[illegible]

BOUNDARY SURVEY AND REPLAT OF
LOTS 219, 220 AND 221

ARREST, THE CHALLENGE UNIT TWO A RECORDED ASSIGNMENT ON A PLAT OF SAID DECEDENT'S ESTATE HAVING BEEN FILED IN THE OFFICE OF THE COXAX COUNTY CLERK IN PLAT BOOK B PAGE 1 AND PERTAINING SAID LOT IN NEW LOTS 218-A, 220-A AND 221-A LYING AND BEING SITUATE WITHIN THE SUGAR LAND GRANT WITHIN THE VILLAGE OF ANGEL FIRE, COXAX COUNTY, NEW MEXICO



APPROVED

BOOK AT 121 BY THE DIRECTOR THAT JAMES MONTAGNA
OF THE FBI, NEW YORK, HAS INFORMATION OF 1015 4TH AND 40TH ST.
STATED THAT THIS MAN WAS EMPLOYED BY ALBUQUERQUE WITH THE DESIGNED
AND THE CONTENT OF THE PHOTO BOOK.

[illegible][illegible][illegible]

1. STATION NEW YORK, N.Y. DATE 11/11/51
2. TO NEW YORK, N.Y. FROM NEW YORK, N.Y.
3. RE RE: [REDACTED]
4. CLASSIFICATION CONFIDENTIAL
5. CONTROL GROUP 1
6. REMARKS RE: [REDACTED]
7. RE: [REDACTED]
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97. RE: [REDACTED]
98. RE: [REDACTED]
99. RE: [REDACTED]
100. RE: [REDACTED]

SECRETARY'S CERTIFICATE

I HEREBY CERTIFY THAT A COPY OF THE REPORT OF THE COMMISSIONER OF THE GENERAL LAND OFFICE, DATED JANUARY 1, 1907, HAS BEEN RECEIVED BY THE SECRETARY OF THE INTERIOR, AND THAT THE SAME HAS BEEN FILED IN THE OFFICE OF THE SECRETARY OF THE INTERIOR, AND THAT THE SAME IS AVAILABLE FOR THE INSPECTION OF THE PUBLIC.

WITNESSED MY HAND AND THE SEAL OF THE DEPARTMENT OF THE INTERIOR, THIS 1ST DAY OF JANUARY, 1907.

JOHN H. HARRIS, SECRETARY OF THE INTERIOR.

FILED IN THE OFFICE OF THE SECRETARY OF THE INTERIOR, JANUARY 1, 1907.

RECORDED & INDEXED

DEPARTMENT OF THE INTERIOR

OFFICE OF THE SECRETARY OF THE INTERIOR

WASHINGTON, D. C.

DATE: _____

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RECORDS SECTION, FBI BUREAU
 RECEIVED
 MAY 10 1964
 PLAT NO. 03145
 U.S. SURVEYING
 SHEET 1 OF 2

ARIZ. FIRE, CHARTER UNIT TWO, A MARCHED SURVEILLANCE
A PLAT OF SAID SUBDIVISION HAVING BEEN FILED IN THE OFFICE OF THE
COUNTY CLERK IN PLAIN BOOK OF PAGE 7
AND PERTAINING SAID LOTS INTO NEW LOTS 218-A, 220-A AND 221-A
LYING AND BEING SITUATED WITHIN THE SAID LAND GRANT
WITHIN THE VILLAGE OF ANGEL FIRE, COLORADO COUNTY, NEW MEXICO

FEDERAL BUREAU OF INVESTIGATION

[illegible]

DECLARATION OF INTEREST

[illegible]

Mr. J. Edgar Hoover
 Director
 Federal Bureau of Investigation
 Washington, D. C. 20535
 (202) 527-1000

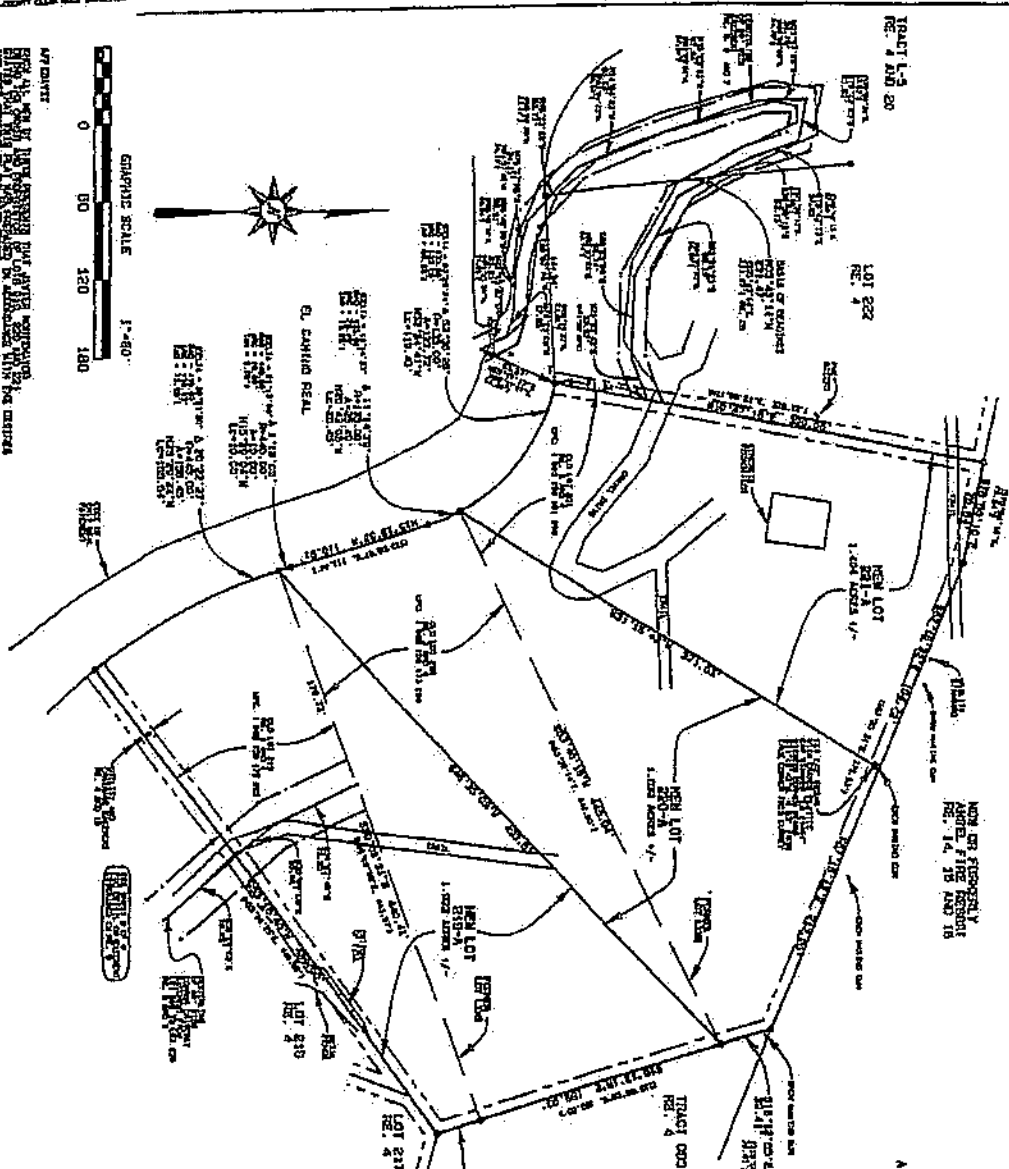
DATE _____

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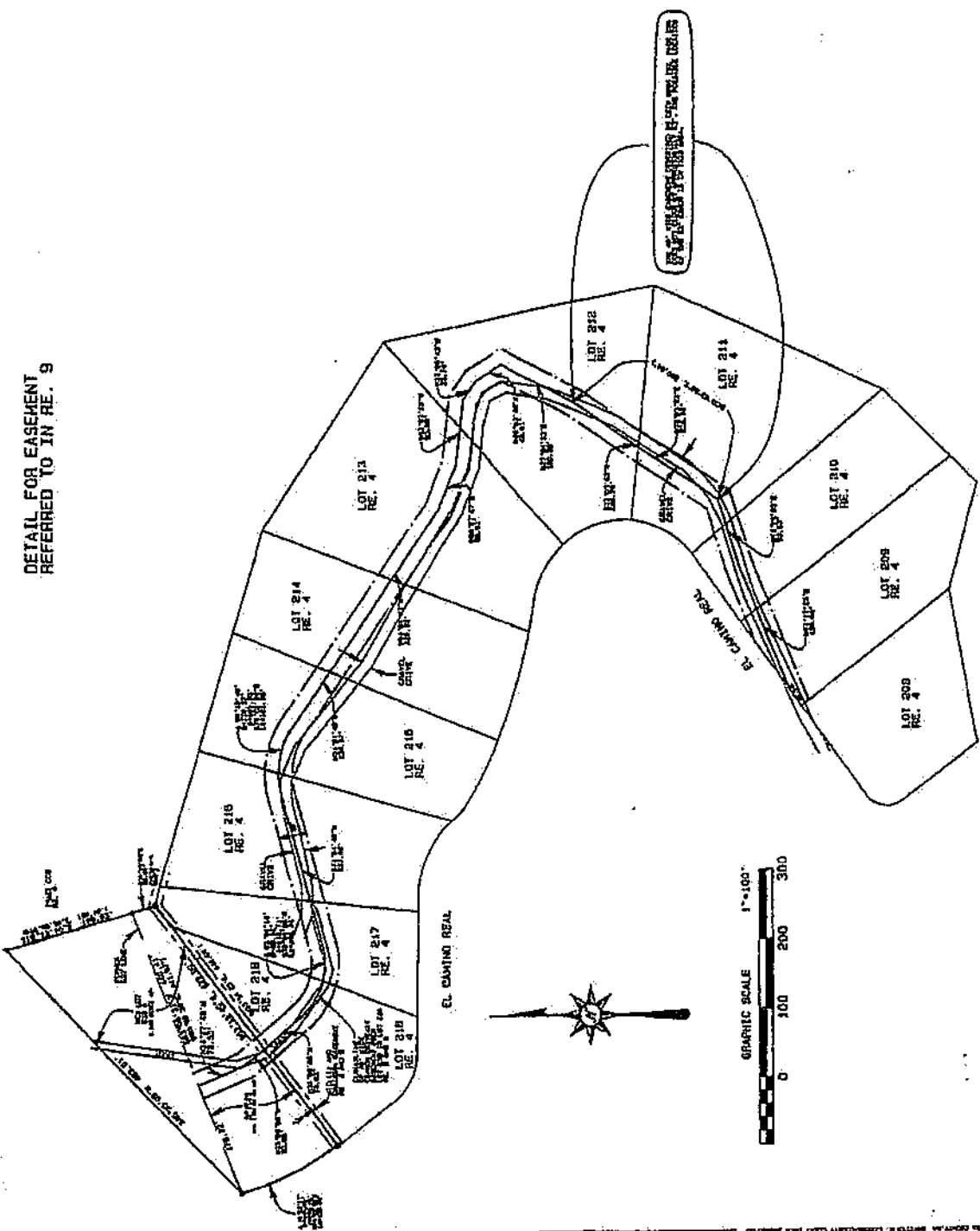
RECORD INFORMATION FOR ENTRY CARD

PLAT NO. 05145
L.O.E. SURVEYING
BUILT 7 OF 8

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DETAIL FOR EASEMENT
REFERRED TO IN RE. 9



PLAT NO. 20143
SHEET 2 OF 2

COUNCIL AGENDA ITEM
STAFF RECOMMENDATION

MEETING DATE: October 13, 2020

TO: Mayor / Council

FROM: Fire Department

SUBJECT: Request to Apply for, Accept, and Execute (if granted) the FEMA FY20 AFG-S grant for Regional Projects

Background/Facts: We continue to find funding to rebuild the Radio Communications system in Angel Fire. Communications are eligible under the FEMA AFG-Supplemental grant distributed by the CARES Act. This regional grant will help with AFFD, AFD, and surrounding departments that utilize radio communication repeaters in the area. This grant requires a 25% match that will mostly be funded by the FD 208 fund, but other departments and/or village funds would need to assist with the match.

Alternatives: N/A

1) **Financial Impact and Review:**

Financial Impact: Yes

Budgeted Item: ___yes ☒ no

Funding Source:

Finance Department Comments and Review:


Finance Director's Signature

2) **Attached Documents:**

3) **Staff's Recommended Motion:** Motion and Second to approve.

4) **Village Manager's Recommendation:**

Approval:  **Disapproval:** _____ **other:** _____

Manager's Comments:

Signature:  _____



BUDGETARY PROPOSAL

To: John Murtagh
Angel Fire Fire and Rescue
PO Box 610
Angel Fire, NM
jmurtagh@angelfirenm.gov
575-377-3347

Date: May. 14, 2020

Advanced Tower Services, Inc.
2417 Baylor Drive SE
Albuquerque, NM 87106
505-244-3321
505-244-3675 fax
Cliff Barbieri
www.advtower.com

Site: Angel Fire

We are pleased to submit our proposal on the following scope of work;

Furnish labor and materials to furnish and install 8' x 12' refurbished Trachete shelter

Item	Quantity	Description	Each	Extended
1	1	Sublet, foundation design.	\$3,000.00	\$3,000.00
2	1	Mobilization	\$850.00	\$850.00
3	1	Trachte shelter, includes transport to job site	\$28,750.00	\$28,750.00
4	1	Foundations	\$8,500.00	\$8,500.00
5	1	Offload and set shelter, includes crane service	\$3,650.00	\$3,650.00
6	1	Grounding	\$2,100.00	\$2,100.00
7	1	Ice bridge	\$2,250.00	\$2,250.00
8	1	Sublet, electrical.	\$16,000.00	\$16,000.00
9	1	Fence, assumes 40' x 40'	\$15,200.00	\$15,200.00
10	1	PM/GC	\$600.00	\$600.00
Subtotal				\$80,900.00
Gross Receipts Tax - SF			8.1250%	\$6,573.13
Total				\$87,473.13

Notes

- 1 This proposal is for budgetary purposes only.
- 2 FOB - Destination
- 3 Terms - Net 30, Subject to credit approval.
- 4 Warranty - 1 year on contractor furnished goods and labor.
- 5 Delivery - as required
- 6 Assumptions -
- 7 Exclusions -refer to page 2 of this proposal for a detailed list of exclusions.

Accepted By: _____

Customer Signature

Date

Contractor Signature

Date



Budgetary Quotation

To: John Murtagh
 Angel Fire Fire and Rescue
 PO Box 610
 Angel Fire, NM
jmurtagh@angelfirenrm.gov
 575-377-3347

505-463-4112
 From: Advanced Communications and Electronics, Inc.
 2417 Baylor Drive SE
 Albuquerque, NM 87106
 505-244-3321 Office
 505-220-8610 cell
 Martin Trujillo
mtrujillo@advtwoway.com

Date: May 11, 2020

We are pleased to submit our proposal on the following:
VHF Repeater

Item	Quantity	Description	List Price/Each	Discounted Price/Each	Extended
1	1	Kenwood NXR-5700 Repeater, Digital, VHF, 136-174MHz, 25W, 0.5ppm TCXO built-in	\$5,333.00	\$3,733.10	\$3,733.10
2	1	KPT-300LMC is a required software package that is used to authenticate software.			
3	1	Account Registration Key			
3	1	RF REPEATER STATION AMPLIFIER - 136-144MHz, 3W Input, 55-110W Output	\$2,160.00	\$1,512.00	\$1,512.00
3	1	40A, 13.8VDC, 19" Wide Rack-Mounted Power Supply	\$475.00	\$332.50	\$332.50
4	1	132-174 Duplexer .5 Min Sep IL 1.5 dB Max 350 Watts	\$2,370.00	\$2,180.40	\$2,180.40
5	1	148-174 MHz 2.5dBd Fiberglass Omni-directional Base Antenna	\$1,045.32	\$961.69	\$961.69
6	175	1/2" Corrugated Copper Foam HELIAX Coaxial Cable, 50 Ohm	\$2.28	\$2.10	\$367.50
7	75	3/8" Braided Flexible Foam Dielectric 50 Ohm Coax Cable	\$1.26	\$1.16	\$87.00
8	2	Positive Stop N-Male for 1/2" LDF4	\$24.68	\$22.71	\$45.42
9	6	Connector, N-Male Crimp Hex/Knurled Nut for LMR400	\$14.40	\$13.25	\$79.50
10	1	125-1000 MHz Bulkhead Mount High Power Coax Protector	\$81.75	\$75.21	\$75.21
11	3	1/2" Corrugated/Smoothwall Coax Snap-On Ground Kit	\$20.00	\$18.40	\$55.20
12	5	Stackable Snap-In Hanger Kit for 1/2" HELIAX® Cable, 10/Pkg	\$23.06	\$21.22	\$106.10
13	5	I-Line Universal Angle Adapter Kit with 3/4" (Snap-Ins) or 3/8" Holes, 10/Pkg	\$42.55	\$39.15	\$195.75
14	1	15 Amp 8-Outlet Rear Access 19" Rackmount Power Strip	\$110.30	\$101.48	\$101.48
15	1	7-0' 19" Black Text Alum Rack w/DbI Sided 12-24 Tapped Holes	\$284.02	\$261.30	\$261.30
16	1	5.25"(H) 19" Open Rack Black Center Mount Ventilated Shelf	\$136.09	\$125.20	\$125.20
17	1	Antenna Mounting Hardware	\$307.69	\$307.69	\$307.69
17	1	3 Year Service Agreement on Radio Hardware			
18	1	Misc. Installation and grounding hardware	\$76.92	\$76.92	\$76.92
ITEMS IN RED ARE ESTIMATED UNTIL TOWER SITE IS ESTABLISHED AND SITE WALK HAS BEEN COMPLETED					
State Contract 80-000-18-00027					
Subtotal Equipment Cost					\$10,603.96
Labor, Installation & Optimization (see note 12 if this line item is over \$500.00)					\$6,415.00
Frequency Coordination/FCC License					\$2,000.00
Freight					\$424.16
Gross Receipts Tax				7.8750%	\$1,531.15
Total					\$20,974.26
Notice - the terms and conditions of this proposal are shown below.					

Notes

1. This quote is good for 30 days.
2. Standard Terms - Net 15, Subject to credit approval. Leasing and financing options are available upon request.
3. Delivery - 4 weeks ARO (after receipt of order) is typical.
4. As used herein, "Proposal" means this document, also referred to as "Sales Agreement" once signed by "Seller" and "Customer", or by acceptance of a Customer provided purchase order. "Seller" means Advanced Communications and Electronics, Inc.; "Customer" means the customer named on the front of this "Proposal"; "Product" means the equipment and/or parts Customer is purchasing from Seller, as more particularly described on the front of this "Proposal"; and "Manufacturer" means the manufacturer(s) of the Product.
5. Seller hereby disclaims any express or implied warranties regarding the Product, including, but not limited to, warranties of merchantability and/or fitness for a particular purpose. Customer acknowledges that the Product is sold "AS IS," and that the Manufacturer's warranty, if it exists, is the only warranty applicable to the Product.
6. Customer agrees that its sole remedy for any nonconforming Product is the return of the Product and a refund of the purchase price. In no event shall Seller be liable to Customer for any consequential or incidental damages resulting from any nonconforming Product. Returned products must be returned in unused condition and in the original packaging.
7. Customer may return conforming Product to Seller, at Seller's sole discretion, within thirty (30) days of purchase for a refund of the purchase price. Seller has discretion to withhold up to a twenty percent (20%) restocking fee from any such refund.
8. Customer shall pay to Seller all costs and expenses, including court costs and reasonable attorney's fees, incurred by Seller in exercising any of its rights or remedies under this "Sales Agreement" or enforcing any of the provisions hereof.
9. This "Sales Agreement" shall be governed by and interpreted in accordance with New Mexico law. Any lawsuit related to this "Sales Agreement" shall be brought in a court of competent jurisdiction in Bernalillo County, New Mexico.
10. If any provision of this "Sales Agreement" is determined to be invalid or unenforceable, the remainder of this "Sales Agreement" shall not be affected thereby.
11. Customer acknowledges that it has read and understands the terms and conditions of the "Sales Agreement" and agrees to be bound by them. This "Sales Agreement" sets forth the entire agreement and understanding between the parties relating to the subject matter hereof, and supersedes any and all prior understandings and agreements, oral or written, made between the parties regarding the subject matter hereof.
12. Refer to Installation Agreement form for additional installation details and terms and conditions relating to the equipment installation. This additional form is required on all installations over \$500.00.

Accepted By:

Customer Signature

Date

Seller Signature

Date

Coronavirus Pandemic:

Additional \$31 million available to Firefighters

Fire service organizations nationwide with membership on the front lines in the fight against the coronavirus (COVID-19) public health emergency will soon be able to apply for a share of \$31 million to purchase personal protective equipment and supplies. The funding is part of the Coronavirus Aid Relief and Economic Security (CARES) Act through FEMA's Assistance to Firefighters Grant Program (AFGP).

FEMA will begin accepting application for the second round of the **Fiscal Year 2020 Assistance to Firefighters Grant – COVID-19 Supplemental Program (AFG-S)** on Tuesday, Oct. 6. The deadline for receipt of AFG-S applications is Friday Nov. 13, 2020, by 5 p.m. ET. The second round of the FY20 AFG-S grant is strictly limited to only fire departments classified as volunteer or combination organizations. Those who would like to start planning their application before the application period opens can access the Notice of Funding Opportunity (NOFO) and technical assistance tools on the [FEMA Website](#). The AFG-S application is available through the [FEMA Grants Outcomes \(FEMA GO\) application portal](#).

Contact Us

If you have any questions about the AFG-S grant or the AFG Program, you can contact the AFG Program Help Desk. The AFG Program Help Desk is available from 8 a.m. to 4:30 p.m. ET, Monday – Friday.

- AFG Program Help Desk at (866) 274-0960 or at firegrants@fema.dhs.gov

If you have any questions regarding this FEMA advisory, please contact FEMA Office of External Affairs, Congressional and Intergovernmental Affairs Division:

- Congressional Affairs at (202) 646-4500 or at FEMA-Congressional-Affairs@fema.dhs.gov
- Intergovernmental Affairs at (202) 646-3444 or at FEMA-IGA@fema.dhs.gov
- Tribal Affairs at (202) 646-3444 or at FEMA-Tribal@fema.dhs.gov
- Private Sector Engagement at (202) 646-3444 or at nbeoc@max.gov

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FEMA Mission

To help people before, during, and after disasters.



FEMA

Assistance to Firefighters Grant – COVID-19 Supplemental Program

FEMA is providing an additional chance for **volunteer** and **combination** fire departments to apply for funding under the FY 2020 Assistance to Firefighters Grant – COVID-19-Supplemental Program (AFG-S) to support the purchase of personal protective equipment (PPE) and related supplies by the fire service community to help prevent, prepare for and respond to the coronavirus pandemic. FEMA anticipates opening the application period in October 2020.

Purpose

The purpose of AFG-S is to award grants directly to fire departments to enhance their ability to protect the health and safety of the public, as well as that of first-responder personnel through the purchase of PPE and related essential supplies related to the COVID-19 pandemic. Grants will be awarded competitively to applicants whose requests best address the priorities of AFG-S.

Funding

AFG-S is authorized by section 33 of the *Federal Fire Prevention and Control Act of 1974*, Pub. L. No. 93-498, as amended (15 U.S.C § 2229) and authorized and funded by the *Coronavirus Aid, Relief, and Economic Security (CARES) Act*, Div. B (Pub. L. No. 116-136).

The \$100 million in funding appropriated for AFG-S by the CARES Act is separate and distinct from the FY 2019 AFG Program Notice of Funding Opportunity published on Jan. 27, 2020. The initial application period for AFG-S funding, open to career, volunteer, and combination fire departments; nonaffiliated EMS organizations; and state fire training academies, closed on May 15, 2020. By law, 25 percent of available AFG-S funds must be awarded to volunteer fire departments and another 25 percent must be awarded to combination fire departments. This second application period will be limited to those categories of fire departments to fulfill this requirement. All activities under this solicitation will be limited to the purchase of PPE and related supplies required to prevent, prepare for, and respond to COVID-19. This includes reimbursement for expenditures made since Jan. 1, 2020.



FEMA

Eligibility

Volunteer and Combination Fire Departments operating in any of the 50 states as well as fire departments in the District of Columbia, the Commonwealth of the Northern Mariana Islands, the U.S. Virgin Islands, Guam, American Samoa, and the Commonwealth of Puerto Rico, or any federally recognized Indian tribe or tribal organization. A fire department is an agency or organization having a formally recognized arrangement with a state, local, tribal or territorial authority (e.g. city, county, parish, fire district, township, town, or other governing body) to provide fire suppression to a population within a geographically fixed primary first due response area.

A volunteer fire department means a fire department that has an all-volunteer force of firefighting personnel.

A combination fire department means a fire department that has paid firefighting personnel and volunteer firefighting personnel. Departments which pay fees/stipends (Paid on call) are also considered under this category.

Volunteer and combination fire departments are eligible to apply in this round even if they had a successful application in the first round. However, new applications must support new capabilities. Departments that applied in the first round but were unsuccessful must reapply to be considered for funding in this round; applications from the first round will not automatically carry forward to this round for consideration.

Program Highlights

AFG-S eligible organizations may submit applications under the following categories:

Operations and Safety:

- Personal Protective Equipment

Regional Projects:

- Regional projects in which multiple, eligible organizations (serving more than one local jurisdiction) would benefit directly from the activities requested with grant funds.

Micro Grants:

- \$150,000 will be set aside for micro grants. The maximum dollar amount per micro grant is \$3,000.

Evaluation Criteria

The funding priorities and evaluation criteria are developed from recommendations provided by a criteria development panel composed of fire service professionals representing the major fire service organizations. AFG-S applications will be reviewed through a multi-phase process. All applications will be electronically pre-scored and ranked based on how well they align with the funding priorities. Applications with the highest pre-score rankings will then be scored competitively by members of a Peer Review Panel. Applications will also be evaluated through a series of internal FEMA review processes for completeness, adherence to programmatic guidelines, technical feasibility, and the anticipated effectiveness of the proposed project(s).

ASSISTANCE TO FIREFIGHTERS GRANT – COVID-19 SUPPLEMENTAL PROGRAM (AFG-S)

Applicants requesting reimbursement or requesting immediate use of PPE will receive a higher consideration than applicants requesting funds to develop future response capabilities. Applicant requests should include information about current supply, response usage, and anticipated peak-use dates.

All submitted applications will be ranked based on the substance of the application, relative to the established funding priorities.

Applications that score the highest and are determined to be in the “competitive range” will undergo further evaluation by a panel of peers from the fire service.

Outreach

In anticipation of opening the application period in October 2020, FEMA will conduct outreach to eligible applicants. This outreach will include a series of webinars. Information about this funding opportunity also will be posted on www.fema.gov/grants/preparedness/firefighters.

COUNCIL AGENDA ITEM
STAFF RECOMMENDATION

MEETING DATE: October 13, 2020

TO: Mayor / Council

FROM: Fire Department

SUBJECT: Request to Apply for, Accept, and Execute if granted, a grant from the Eugene and Dorothy Martin Foundation to purchase an Unmanned Aerial System (UAS).

Background/Facts: In recent years, technology has proven to help Public Safety entities increase their efficiency and effectiveness by decreasing manpower and time during mission critical situations. AFFD is always looking for new ways to increase our performance and service to the community. We have an opportunity to purchase a UAS that will aid us during Search and Rescue missions as well as locate lightning strikes within minutes rather than hours. This new tool will be very useful and productive for Public Safety and will be made available to Law Enforcement as needed.

Alternatives: N/A

1) **Financial Impact and Review:**

Financial Impact: Yes

Budgeted Item: __ yes no

Funding Source:

Finance Department Comments and Review:


Finance Directors Signature

2) **Attached Documents:**

3) **Staff's Recommended Motion:** Motion and Second to approve.

4) **Village Manager's Recommendation:**

Approval:  Disapproval: _____ other: _____

Manager's Comments:

MHA: Department Benefits in addition to Public Safety

Signature: _____

John Murtagh

From: Jennifer Morell <jennifer@martinfoundation.org>
Sent: Sunday, September 27, 2020 10:42 AM
To: John Murtagh
Subject: Re: Drone for AF SAR

Hi John!

Good news! I did some more research and found that the Foundation can, in fact, fund certain activities of government agencies, including equipment purchases made for the benefit/safety of the community.

1. What I would need to get from you is the document (the legislative action or resolution), that shows Angel Fire Fire Department's governmental status.
2. I will draft up a grant agreement for us to sign that states that the grant is designated for the specific equipment. (Just need to get the total cost and info about the drone from you to add to the agreement.)
3. I'll get a check to you/AFFD for the drone amount.
4. Lastly, I will need a copy of the invoice for the drone to show that the transaction was completed and the drone was received by AFFD.

And that's it! Should be a relatively quick and easy process. Let's chat whenever you have a chance; early afternoons work great for me too so give me a ring whenever you have time.

Thanks John! Look forward to talking to you in the coming week. Have a great Sunday in the meantime!

Best,
Jennifer

Jennifer Morell
Executive Director
The Eugene & Dorothy Martin Foundation
(707) 226-8608

On Fri, Sep 25, 2020, 6:44 PM John Murtagh <jmurtagh@angelfirenm.gov> wrote:

Hello,

It was nice to meet you and Brendon yesterday , although it was very unfortunate circumstances. I apologize that it has taken all day to get back to you....I regularly get pulled in different directions depending on the day.

This is great news and thank you for your willingness to donate such a valuable and much needed piece of equipment.

The good news is , I spoke with Beck a short time ago (5753776642) and he is willing to have a conversation about the donation.

The bad news for us is, Beck mentioned that the team is essentially not active any longer due to many different circumstances and he will be disbanding the 501c3 soon.

I hope this doesn't prevent the equipment donation because a drone will be a very valuable asset here in the Moreno Valley. We regularly receive donations as a Fire Department from the community foundation as a government entity.

I would like to talk more and figure out how we can make this successful. Let me know when you are available . Any day next week, usually in the early afternoons, is good for me.

Thank you and have a nice weekend,

John Murtagh, EMT-P, AAS
Chief of Fire/EMS
Angel Fire Fire Department

Get [Outlook for iOS](#)

From: Jennifer Morell <jennifer@martinfoundation.org>
Sent: Friday, September 25, 2020 8:34:06 AM
To: jmurtagh@angelfiren.m.gov <jmurtagh@angelfiren.m.gov>
Subject: Drone for AF SAR

Good morning John,

It was great meeting you and Craig yesterday, despite the sad circumstances that brought us together.

I checked into Angel Fire SAR's 501(c)3 status last night and was pleased to find that it is current, which clears the way for the Foundation to fund a SAR drone. We would just need to coordinate with Beck.

Let's chat when you have a moment. Brendon and I are both really happy to fund this equipment purchase and look forward to working with you and Beck to get it done.

Have a great morning and I'll talk to you soon!

Best,
Jennifer Morell
Executive Director
The Eugene & Dorothy Martin Foundation
(707) 226-8608

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COUNCIL AGENDA ITEM
STAFF RECOMMENDATION

MEETING DATE: October 13, 2020

TO: Mayor / Council

FROM: Fire Department

SUBJECT: Request to Apply for, Accept, and Execute if granted the New Mexico EMS FUND ACT Vehicle purchase grant

Background/Facts : In addition to the Annual EMS Fund Act local funding revenue, the New Mexico EMS Bureau makes available several types of grant opportunities each year. These include local projects, system projects, statewide projects, and vehicle purchases. For FY22, I am requesting to apply for the vehicle purchase grant. This grant has a match of 25%, however the cost will be about 40% to us due to the high cost of ambulances (approx. \$175,000). The matching funds would come from the FD 208 fund, wildfire revenues.

Alternatives: N/A

1) Financial Impact and Review:

Financial Impact: Yes

Budgeted Item: ___yes ☒no

Funding Source:

Finance Department Comments and Review:



Finance Directors Signature

2) Attached Documents:

3) Staff's Recommended Motion: Motion and Second to approve.

4) Village Manager's Recommendation:

Approval:  **Disapproval:** _____ **other:** _____

Manager's Comments:

Signature:  _____

Office of the Mayor



P.O. Box 168

TELEPHONE (575) 377-2486
FAX (575) 377-2487

Eagle Nest, New Mexico 87718

September 15, 2020

NM Department of Health
EMS Fund Act Coordinator
Vehicle Purchase Project
1301 Siler Rd.
Santa Fe, NM 87507

To Whom It May Concern,

As Mayor of the Village of Eagle Nest, I am writing in full support of the grant application to purchase a new ambulance for the Angel Fire EMS/Fire Department in the Village of Angel Fire. I believe this project will improve the capacity of the mutual aid agreement between the Village of Eagle Nest and Moreno Valley departments and improve the health and safety throughout the area.

Sincerely,

A handwritten signature in blue ink that reads 'Richard Cordova'. The signature is fluid and cursive, with the first name 'Richard' being more prominent than the last name 'Cordova'.

Richard Cordova
Village of Eagle Nest Mayor

**EMS FUND ACT
VEHICLE PURCHASE APPLICATION GUIDE**

FISCAL YEAR: 2022

DUE DATE: November 20, 2020

SUBMIT TO: EMS Bureau
ATTN: Ann Martinez
1301 Siler Rd, Bldg F
Santa Fe, NM 87507

EMS BUREAU CONTACT: Ann Martinez
Ann.Martinez1@state.nm.us
(505) 476-8233

SPECIAL NOTES:

1. You must contact your Regional Office for assistance in completing your application.
2. All applications, including those submitted by training institutions, regional offices, etc., must be reviewed and signed by your regional office prior to submitting the application to the EMS Bureau. Applications that lack regional review and signature will be considered incomplete.
3. It is the responsibility of the applicant, not their regional office, to ensure the application is received by the specified deadline.
4. One original and 2 copies must be submitted to the EMS Bureau.
5. Extensions must be requested no less than 24 hours prior to the due date, no exceptions.
6. Secure copies using one single staple in the upper left-hand corner. Special bindings will not be accepted and the application will be rejected.
7. Applications missing information or required attachments will be considered incomplete.

EMS Regional Office Contacts		
Region 1	Region 2	Region 3
Donnie Roberts droberts@emsregion3.org (505) 270-9278	Doug Campion doug@region2ems.com (575) 524-2167	Donnie Roberts droberts@emsregion3.org (575) 769-2639

APPLICATION INSTRUCTIONS

General

- It is strongly recommended that you download a copy of the application to your computer. To download the file, right-click on the link and click "Save Link As". Select the location where you would like to save the file and then click "Save".
- One original application and 2 copies must be submitted to the EMS Bureau
- Do not use special bindings. Submit the application secured with one staple in the upper left-hand corner.
- All applications must be typed. Handwritten applications will not be accepted and will be considered incomplete. The application may be filled out on a computer. You must use Adobe Acrobat Reader at a minimum. This is a free program that may be downloaded at <https://get.adobe.com/reader/>
- Do not include attachments unless specifically indicated by the application. Use the spaces provided on the form. Attachments that are included but not required will not be reviewed during application evaluation.
- Applications missing required attachments, required information, signatures, etc. will be considered incomplete and will not be reviewed.

Page 1

Name of Applicant: Name of the EMS Service or Agency applying for funding.

Address: Address of the EMS Service or Agency applying for funding.

Contact Person: Name of the EMS Service or Agency point of contact person for the project identified in the application.

Telephone #: Phone number of the EMS Service or Agency point of contact person for the project identified in the application.

Fax#: Fax number of the EMS Service or Agency point of contact person for the project identified in the application.

Email: Email of the EMS Service or Agency point of contact person for the project identified in the application.

Fiscal Agent: Fiscal agent for the EMS Service or Agency applying for funding. The fiscal agent must be a Municipal or County government.

Address: Address of the fiscal agent for the project identified in the application.

Contact Person: Name of the fiscal agent point of contact person for the project identified in the application.

Telephone #: Phone number of the fiscal agent point of contact person for the project identified in the application.

Fax#: Fax number of the fiscal agent point of contact person for the project identified in the application.

Email: Email of the fiscal agent point of contact person for the project identified in the application.

Page 2

Box A: Detailed Analysis of Problem/Need

Use the space provided to describe the problem or need. Examples of information you may wish to include are:

- Identify your request.
- Justification(s) of the request.
- Describe the current needs of the community and if they are not adequately met.
- Provide evidence of your ability to deliver the services or use of the equipment being requested in this application.
- Can the current vehicle situation be remedied by cost effective maintenance or a modification of operating policy/procedure?
- Can the request be postponed for another year without creating a potential hazard to personnel or patients?

Page 3

Box B: Service Area Description

Use the space provided to give description of your service area. Examples of information you may wish to include are:

- Describe the type and functions of your agency. Are you part of an integrated system?
- Describe personnel and licensure levels that will be using the requested equipment.
- Describe the geographical location/placement of the vehicle if funded.
- How will this project serve the general population or target population?
- Please provide run data information and demonstrate how this project affects or support the call volume.
- Describe how this project will improve the EMS System's overall patient care and response.

Page 4

Box C: Project Impact

Use the space provided to give a description of the project impact. Examples of information you may wish to include are:

- Provide a clear description of the impact this vehicle will have on the local EMS system.
- If request is for a replacement vehicle, indicate which vehicle will be replaced, the mileage of the vehicle, and justification of why the vehicle must be replaced.

Box D: Cost of Project

- If requesting an ambulance, select the type of unit your will be purchasing.
- If the request is for a unit other than an ambulance, provide a brief description of the vehicle in the space provided.
- In "Vehicle Information" select the options listed that would describe the vehicle being purchased.
- The total matching contribution will be automatically calculated.
- The total amount requested from Fund Act will be automatically calculated.
- Applicants must attach the specifications of the unit and an itemized quote. If custom features are quoted, they must be highlighted or listed in a separate portion of the quote. Failure to provide this information will result in the application being deemed incomplete.
- The EMS Fund Act Vehicle Purchase Program will not provide funding towards the cost of custom features. Please provide the unit base purchase price in the space provided. This must match the base price provided on the quote you have attached.
- The "25% Matching Funds" amount will be automatically calculated. The required 25% match is calculated based upon the base price of the unit.
- If you are providing additional matching funds towards the base purchase price (not required), please enter it into the space provided. Do not include additional funds you will provide for the purchase of custom features.
- List the source of all matching funds (required or not required) that you will provide. Identify the source and list the amount from the source.
- The "Amount Requested from Fund Act" amount will be automatically calculated.

Box E: Service Information

- Call Volume – list the service call volume based on the federal fiscal year (October 1 – September 30).
- Service Capability – Please check what level of service you provide, as listed on the annual service report and Fund Act request. Place your service number in the box to the right of the corresponding level. In the event you are not a service (i.e. dispatch or training center), check the box next to other and provide the description in the space provided.)
- Financial Information
 - Provide your total annual operating budget for your department or agency.
 - Please answer "Yes" or "No" if you bill for transport or service.
 - If you bill for transport or services, what is the amount of revenue you collect annually.
 - If you are requesting equipment, have you budgeted for maintenance or recurring expenses? If yes, please list the expenses you expect to incur over the next 3 fiscal years for the equipment.
- Service Type
 - If you are a town, village, or City, please check "Municipal".
 - If you are a County service, please check "County".
 - If you are a private service, or a private service under contract for a county or municipality, please check "Private"
 - Please check "Yes" if you provide regular transport of the sick and injured. This does not include only transporting in "life or limb" circumstances. Check "No" if you do not regularly transport the sick and injured.

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Box F: Project Information

1. If you have secured additional funding for this project, not including the match you may have listed on page 5, please answer "Yes" and provide the amount and the source. Check "No" if you have not secured additional funding.
2. If you have applied for additional funding for this project, please answer "Yes" and provide the amount applied for and the source. Check "No" if you have not applied for additional sources of funding.
3. Answer "Yes", "No", or "N/A" if your project is listed on your community or organizations Infrastructure Capital Improvement Plan (ICIP). If you check "Yes", please provide the project year and ranking.
4. If your project can lower your operating costs, please answer "Yes" and provide a verifiable explanation as to how it will create the reduction. If the project will not lower costs or if it will increase operational costs, check "No".
5. List the expected life of service before a replacement of the vehicle is needed. If this project does not include equipment, enter "N/A".
6. Provide a description of your vehicle maintenance program in the provided space.

Page 7

Box G: Letters of Collaboration/Support

Please attach a minimum of **3 separate letters of support** from other services, entities, and stakeholders that will benefit from the project. The letters of support shall not be identical. Letters will not be accepted once the application is submitted. Failure to provide a minimum of 3 separate letters of support will result in the application being deemed incomplete.

Box H: Accountability of previously funded special project(s):

List previous EMS Fund Act Local System Improvement, Vehicle Purchase, Statewide System Improvement Project or Trauma Systems Projects you have been awarded in the past 5 years. Ensure that you list the State Fiscal Year (July 1 – June 30) of the award and the amount of the award. Please list a brief description of the award (i.e. defibrillator, ambulance) as well as the funding source. Select the status of the project from the drop-down list. Failure to submit this information or provide accurate information will result in an incomplete application.

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Assurances

- Ensure that the Chief or Director of the Local EMS Service signs and dates the complete application.
- Ensure that the Mayor or Chairman of the fiscal agent governing body signs and dates the complete application.
- Both signatures must be notarized.
- Failure to obtain required signatures and have them notarized will result in an incomplete application that will not be reviewed.

Vehicle Inventory

- In the first table, please provide the “Vehicle Unit Number” of the vehicle you are requesting to replace. Identify the area it will serve as well as a very brief reason for the need for replacement.
- If you are requesting a unit to add to your service or agency fleet, please provide the new unit number, the area it will service, as well as a brief reason you must add to your fleet.
- In the second table, please list all vehicles that are used for EMS response in your EMS Service.
- If needed, please list additional vehicle in your service in the provided additional vehicle list form and attach to the application.
- Failure to provide this information will disqualify your application.

- Please ensure that the completed application is signed by your regional office after they have reviewed it.

COUNCIL AGENDA ITEM
STAFF RECOMMENDATION

MEETING DATE: October 13, 2020

TO: Mayor / Council

FROM: Fire Department

SUBJECT: Request for budget correction

Background/Facts: In preparing the budget for the 250 (NFL Grant) for FY21, there was a keystroke error in "professional services". The amount should be \$185,000 and the budget is for \$105,000. Money from the 208 will be utilized for supplementing this error until full reimbursement can be collected. The BAR is for \$60,000 because there are funds available in the line item "other contractual services".

Alternatives: N/A


1) Financial Impact and Review:

Financial Impact: Yes

Budgeted Item: yes yes ___ no

Funding Source:

Finance Department Comments and Review:



Finance Directors Signature

2) Attached Documents:

3) Staff's Recommended Motion: Motion and Second to approve.

4) Village Manager's Recommendation:

Approval: APPROVED **Disapproval:** _____ **other:** _____

Manager's Comments:

Correction of Original Budget's Income

Signature: 

BUDGET TRANSFER / ADJUSTMENT REQUEST FORM

Department Name:

Date Prepared:

10/6/2020

FIRE

FROM (Budget to be Decreased)		TO (Budget to be Increased)		JUSTIFICATION
Line Item Detail	AMOUNT	Line Item Detail	AMOUNT	
208-10-46030	\$ 40,000.00	250-10-45030	\$ 60,000.00	BUDGET CORRECTION.
208-10-47040	\$ 7,000.00			
208-10-43030	\$ 12,000.00			
208-10-46015	\$ 1,000.00			
TOTAL	\$ 60,000.00	TOTAL	\$ 60,000.00	

☐ Disapproved ☐ Approved

☐ Disapproved ☐ Approved

☐ Disapproved

☒ Approved

Department Head

DATE _____

Budget Director

DATE _____

Village Administrator

DATE _____

DATE ENTERED

BATCH NUMBER

Council Approval Required.	
<input type="checkbox"/> Yes	Resolution #
<input type="checkbox"/> No	Date Approved

COUNCIL AGENDA ITEM

STAFF RECOMMENDATION

MEETING DATE: October 13, 2020

TO: Mayor / Council and Manager

FROM: Amos Torres, Utilities Superintendent

SUBJECT: Consideration and approval of Task Order #2017-006C with HDR Engineering Inc. For Wastewater Treatment Facility Improvements, additional design services, bidding and engineering during construction.

Background/Facts: The Village of Angel Fire Contracted with HDR Engineering Inc., to complete a study and design for the Village Wastewater Treatment Facility Improvements. This task order is for the following items: Design of Dissolved Oxygen system to meet the NPDES permit requirements; review hydraulic limitations of the existing effluent outfall piping and associated overflows; Modification of the headworks facility to ensure design is within property boundaries; PER modifications and regulatory assistance with Dissolved Oxygen requirements; Bidding and Construction Phase services (Engineering services during construction and full time construction observation services).

Bidding will be during the winter months and construction should start in 2021 Spring and completing in 2021 Fall. Upgrades are required to remain in compliance with the new NPDES permit that will be in effect in 2022. Funding for the construction of this project has been secured in the form of two Clean Water State Revolving Fund loan/grants.

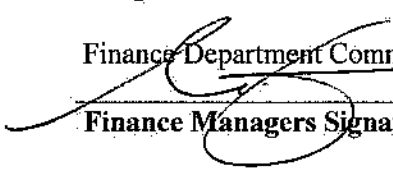
Alternatives: None

2) Financial Impact and Review:

Financial impact: To be paid from VAF GO Bond

Budgeted Item: No Funding Source: \$542,670 plus NMGRT from VAF GO Bond

Finance Department Comments and Review: _____


Finance Managers Signature

3) Attached Documents:

Task order #2017- 006C Notice to Proceed

HDR Engineering, Inc. Scope of Service and Fee Proposal Letter

4) Staff's Recommended Motion: Motion and Second to approve Task Order #2017-006C with HDR Engineering Inc. for the completion of WWTF improvements additional design services, bidding and engineering during construction services.

5) Village Administrator Recommendation:

Approval:  Disapproval: _____ other: _____

Signature: 
M. Jay Mitchell, Manager

AGREEMENT FOR PROFESSIONAL CONSULTING SERVICES

between the

VILLAGE OF ANGEL FIRE, NM

and

HDR Engineering, Inc.

TASK ORDER NO. 2017-006C

Notice to Proceed

PROJECT: Wastewater Treatment Facility (WWTF) Improvements-

Additional Design Services. Bidding and Engineering Services during Construction

I. SCOPE OF BASIC SERVICES TO BE PROVIDED: Scope of Services as identified on HDR Engineering, Scope of Services and Fee Proposal;

Task 1 – Design Services

- 1.1 Preliminary engineering Report Modifications and Regulatory Assistance
- 1.2 Headworks Building Design Modifications
- 1.3 Post-Aeration/Equalization Basin Design
- Subconsultant Services

Task 2 – Additional Engineering Services during Construction

- 2.1 Bidding Services
- 2.2 Engineering Services During Construction
- 2.3 Full Time construction Observation Services

II. PAYMENT TO ENGINEER – COMPENSATION FOR BASIC SERVICES:

Lump Sum Fee as identified on HDR Engineering, Inc. Scope of Services and Fee Proposal. (included)

Task 1 – Design Services

- 1.1 Preliminary engineering Report Modifications and Regulatory Assistance
- 1.2 Headworks Building Design Modifications
- 1.3 Post-Aeration/Equalization Basin Design
- Subconsultant Services

Task 2 – Additional Engineering Services during Construction

- 2.1 Bidding Services
- 2.2 Engineering Services During Construction
- 2.3 Full Time construction Observation Services

Subtotal excluding NMGR **\$542,670**

III. SCOPE OF ADDITIONAL SERVICES TO BE PROVIDED (IF ANY):

None

IV. PAYMENT TO ENGINEER - COMPENSATION FOR ADDITIONAL SERVICES:

None

Subtotal excluding NMGR **\$0.00**

V. **TOTAL AMOUNT excluding NMGR** **\$542,670**

All other articles of the May 27, 2016 AGREEMENT FOR PROFESSIONAL CONSULTING SERVICES remain the same.

Prepared by:

(ENGINEER'S or OWNER'S Representative)

OWNER:	ENGINEER:
VILLAGE OF ANGEL FIRE	HDR Engineering, Inc.
By: _____	By: _____
NAME: Jo Mixon	NAME: Christopher Rodriguez, PE
TITLE: Mayor	TITLE: Associate Vice President
DATE:	DATE:
ATTEST:	ATTEST:
BY:	BY:



August 4, 2020

Mr. Amos Torres, Village Utilities Director
Village of Angel Fire
PO Box 610
Angel Fire, NM 87710

**Subject: Scope of Services and Fee Proposal
Wastewater Treatment Facility (WWTF) Improvements –
Additional Design Services, Bidding and Engineering Services during Construction**

Dear Mr. Torres:

HDR Engineering, Inc. (HDR) appreciates the opportunity to submit this proposal to the Village of Angel Fire (Village) for additional professional engineering services for the Wastewater Treatment Facility (WWTF) Improvements. This work will be completed in accordance with the contract terms as outlined in the Village Agreement for Professional Consulting Services dated May 27, 2016 (Agreement).

Additional Services

The additional scope of services is for the following items not included in our original scope of work:

- Dissolved oxygen (DO) monitoring results obtained by the Village
- Hydraulic limitations of the existing effluent outfall piping and associated overflows
- Modifications to the headworks facility
- PER modifications and associated regulatory assistance
- Bidding and Construction Phase Services (Engineering Services During construction and full-time construction observation services)

The following tasks provide a description of the scope of services included in this request.

TASK 1 – DESIGN SERVICES

1.1 - Preliminary Engineering Report Modifications and Regulatory Assistance

This task includes additional activities associated with modifications to the Village's WWTF Preliminary Engineering Report (PER) based on the final National Pollutant Discharge Elimination System (NPDES) permit requirements and NPDES permit assistance with the Environmental Protection Agency (EPA).

As you are aware, the final NPDES permit included a minimum discharge limit for dissolved oxygen (DO). HDR's original scope of work indicated the Village was to perform DO monitoring to determine if any additional treatment at the WWTP was required to meet this new limit. Based on the monitoring data provided by Village staff, it was determined additional treatment would be required to meet the DO permit limits. Based on initial feedback from the Village regarding historical DO levels, it was initially assumed a passive cascade aeration system located at the outfall may be adequate; however, after reviewing the monitoring results and consultation with passive system manufacturers, it was determined a passive system would not reliably increase DO levels to consistently meet the permit limits.

Therefore, HDR had to spend additional effort to modify the PER to evaluate other alternatives to meet the DO permit limits. A new post aeration basin with air diffusers and blowers was selected as the best alternative to reliably meet the permit limits. Based on these new developments, Village staff

requested HDR permitting assistance with EPA quarterly report updates and associated coordination to extend timelines related to DO permit compliance.

The PER also had to be modified to include alternatives to manage hydraulic constraints with the existing outfall piping and associated effluent overflows, which was not included in the original scope of work. The original scope of work was based on SBR optimization including the decant system to avoid hydraulic overloads to the UV disinfection system and associated overflows. However, HDR learned from Village staff after PER and design development that overflows will continue to occur in the effluent system because of a hydraulic bottleneck with the insufficient size of the outfall piping. Therefore, HDR modified the PER to include a cost effective alternative to manage the effluent flow rates by using the post-aeration basin as a dual purpose equalization basin.

1.2 - Headworks Building Design Modifications:

This task includes additional design activities associated with the Village's WWTF Headworks building not included in our original scope of work. Subsequent to the design development of the new Headworks building and over the shoulder reviews with the Village staff, numerous items were identified that were not the basis of the original design and resulted in a number of design modifications. A summary of these new items is below:

- The Headworks building location had to be revised several times based on separation distance from the existing headworks subsurface structure and acceptable access routes for maintenance vehicles and septage haulers. In conjunction with the location changes, the influent piping and manhole configuration needed to be revised.
- Due to the constrained area, the Headworks building was originally designed with a flat roof to locating the building HVAC unit on the roof to optimize the building footprint with in the available area. The Village requested the roof to be changed to be pitched and to relocate the HVAC unit at ground level, which also contributed to changes in the Headworks building location.
- The Headworks building electrical room was originally designed to only include the electrical equipment associated with the new building and screening equipment. The Village requested the existing lift station electrical equipment and control panel also be relocated inside the new Headworks building. The additional electrical equipment requires an increase in the size of the electrical room to accommodate the additional equipment, which required an increase to the overall building footprint and redesign of the building layout, which also contributed to changes in the Headworks building location.

1.3 - Post - Aeration/Equalization Basin: This task includes additional design activities associated with a new post equalization (EQ) / aeration basin at the Village's WWTF.

- As noted previously, the final WWTF NPDES Permit NM 0030503, was issued, which included requirements for dissolved oxygen (DO) for effluent discharge not previously identified. A post treatment aeration basin is required to consistently meet discharge limits.
- The existing discharge pipe is undersized to accommodate the decant rate of the WWTF. A dual purpose post-aeration/equalization basin is the most cost-effective way to address this condition and mitigate overflow at the discharge manhole adjacent to the northwest corner of the existing effluent storage pond.

Subconsultant Services:

- Additional Surveying Services – The relocation of the headworks building and the addition of a post-aeration/equalization basin will require additional survey not included in the original scope of services. HDR will subcontract with Cobb Fendley to provide additional topographic survey outside the original survey limits due to the changed location of the Headworks building and the addition of post treatment aeration and EQ basin.

Additional Design Services Assumptions, Clarifications and Exclusions:

- The proposed post-aeration/equalization basin will be included in the same construction package with the WWTF improvements.
- Assumptions, clarifications, exceptions, and exclusions included in the original scope of services will also apply to these additional services unless noted otherwise.
- The proposed additional design services does not include any of the following:
 - Additional site visits to complete the design
 - Geotechnical testing
 - Permitting
 - Environmental reviews, clearances or preparation of an Environmental Information Document

TASK 2 – ADDITIONAL ENGINEERING SERVICES DURING CONSTRUCTION

Upon final approval of the design documents (technical plans and specifications), HDR will assist the Village during the bidding process and construction phase. Scope of services includes the following:

2.1- Bidding Services:

- Attend one (1) Pre-Bid Conference to be conducted onsite.
- Provide responses to Contractor questions regarding HDR design plans and technical specifications as part of addendums.
- Prepare up to two (2) addenda (as required)
- Prepare bid tabulation and provide recommendation of award letter based on lowest responsible bidder

2.2 - Engineering Services during Construction:

HDR will assist the Village during the construction phase of the project. Construction duration is assumed to be approximately 8 months or thirty-five (35) working weeks to construct the proposed improvements. HDR will provide the following engineering services during construction:

- Attend one (1) Pre-Construction Meeting at the Village project site
- Participate in construction coordination meetings every two weeks by teleconference
- Periodic site visits eight (8) on a monthly basis to coincide with construction coordination meetings
- Review of up to sixty (60) construction shop drawing submittals
- Review and respond to up to thirty (30) Contractor requests for information (RFI's)
- Review of up to ten (10) equipment O&M manuals
- Review monthly contractor pay applications
- Attend final walkthrough and prepare punch list for the construction Contractors
- Review up to three (3) Contractor change orders if required
- Prepare Record drawings based on redlines and markups provided by the Contractor. The Contractor shall be required to provide "As-Built" drawing markups after construction has been completed. HDR will prepare a set of Record Drawings based on the "As-Built" markups received from the Contractor. HDR will provide a final set of Record Drawings to the Village in electronic format (PDF).

2.3 - Full Time Construction Observation Services

Construction observation will be completed to provide the Village and HDR a greater degree of confidence that the work is being completed in general conformance with the plans and specifications and provide general oversight during construction. HDR will provide full time construction observation services for the duration of construction to monitor the progress of construction. Full time construction

observation services are based on 40 hours per week for 35 working weeks, including travel time, and will include the following:

- Observe that Contractor's work is in accordance with the Contract Documents
- Monitor Contractor's work schedule
- Prepare daily field reports with photo documentation to document Contractor's work performed
- Attend Construction Coordination meetings every 2 weeks
- Verify quantities submitted on Contractor's Pay Applications
- Observe materials testing completed by Contractors' third-party testing company
- Verify Contractors' As-Built drawings are being kept up to date as part of pay request requirements
- Attend Substantial Completion walkthrough

If the actual construction schedule exceeds the duration or additional meetings are required, additional Construction Related Services will be billed on a time and materials basis per the Agreement.

Engineering Services during Construction Assumptions, Clarifications and Exclusions:

- Construction documents will be made available electronically using an Albuquerque-based reprographics company web-based distribution with technical bidding documents (plans and specifications) being provided by HDR in electronic (PDF) file format. Contractors bidding the project will be responsible for the cost of reproduction of any bidding documents. The Village will be responsible for managing the bid process.
- Engineering Services during Construction are based on an assumed duration of eight (8) months or thirty-five (35) weeks of construction. If the actual construction schedule exceeds the duration and additional support is required, additional Engineering Services will be billed on a Time and Materials basis as approved by the Village.
- Construction Observation Services are based on an assumed duration of eight (8) months or thirty-five (35) weeks of actual construction working a normal work schedule of 40 hours per week. If the actual construction schedule exceeds the duration and additional support is required, additional Engineering Services will be billed on a Time and Materials basis as approved by the Village. If the actual construction working hours exceed 40 hours per week and additional support is required, additional Construction Observation Services will be billed on a Time and Materials basis as requested and approved by the Village.
- All materials testing, construction staking and layout shall be performed and paid for by the Construction Contractor
- The Construction Contractor shall be responsible for the development and implementation of the SWPPPs and any associated monitoring and reporting
- Quality assurance survey verification is not included in the scope of work and shall be performed by the Construction Contractor.
- All required construction permitting shall be the responsibility of the construction Contractor
- Resident engineering services are not included in the scope of services
- Document control is not included in the scope of services and shall be performed by the Construction Contractor.
- Operations support during system-start up and demonstration periods is not included in the scope of services.
- HDR will not control or have charge of, and will not be responsible for, construction means, methods, techniques, sequences, procedures of construction, health or safety programs or precautions connected with the work.
- The Construction Contractor shall maintain responsibility for development and implementation of the safety plan for all construction activities and shall retain liability for compliance with the plan.

- The proposed scope of services does not include any warranty reviews, warranty claims, or warranty resolution.
- The proposed scope of services does not include construction claims or associated dispute resolution
- Village staff will be responsible for conducting an 11-month warranty walkthrough, if desired

FEE AND SCHEDULE

The scope of services described in this proposal will be completed on a lump sum basis in accordance with the existing HDR Village Agreement. The proposed total lump sum fee for the work is summarized in the following table, exclusive of New Mexico Gross Receipts Tax.

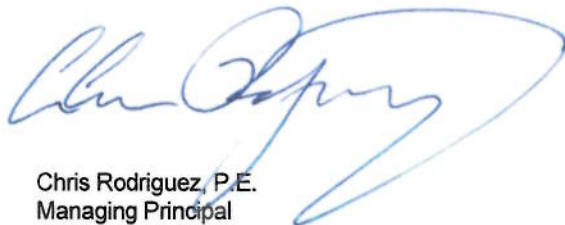
Description	Estimated Fee
Task 1 – Additional Design Services	
PER Revisions and Regulatory Assistance	\$18,000
Headworks Building Design Modifications	\$52,000
Post Equalization (EQ) / Aeration Basin	\$71,000
Survey Subconsultant Services	\$6,240
Total Additional Design Services	\$147,240
Task 2 – Engineering Services during Construction	
Bidding & Engineering Services During Construction	\$211,190
Full Time Construction Observation Services	\$184,240
Total Engineering Services During Construction	\$395,430
SUBTOTAL ADDITIONAL SERVICES	\$542,670

It is anticipated that the design can be completed by fall of 2020 and bidding completed by December of 2020. Final schedule will be determined after the notice to proceed and additional coordination discussions with the Village. It is anticipated that Construction will be completed during construction season between April and November 2021. The final schedule will be determined after the NTP in conjunction with selected Contractors' work schedules and additional coordination discussions with the Village.


If you have any questions or would like additional information, please contact our Project Manager, Carl Abrams, or Chris Rodriguez at (505) 830-5400. We look forward to working with you and your staff on this project.

Sincerely,

HDR Engineering, Inc.



Chris Rodriguez, P.E.
Managing Principal



Carl Abrams, P.E.
Project Manager